



**MINUTES**  
**27 September 2023**

**1. CALL TO ORDER**

The Community Services Commission Meeting was called to order at 5:05 P.M. and was held via hybrid meeting format (Zoom Teleconference and in person-Pinole City Council Chambers).

**2. ROLL CALL**

Commissioners Present: Bob Kopp, Laurelle Martin, Irma Ruport, and Nickolas Teller

Commissioners Absent: Darin Clarke and Debbie Ojeda

Staff Present: Jeremy Rogers, Community Services Director, Maria Picazo, Recreation Manager

**3. APPROVAL OF MINUTES**

Action: Motion by Commissioner Kopp to approve the minutes of August 30, 2023 meeting. Seconded by Commissioner Ruport. All in favor. Motion passed.

**4. CITIZENS TO BE HEARD**

Rafael Menis, resident of Pinole, wanted to echo everyone's comments on Coastal Cleanup. He said it was a great day for the event. He had a question regarding the recycling process. He said he heard a comment that Republic Services was not accepting the recycled bags. If this was correct, he suggested having one bag for future events. Staff informed Rafael this question would be shared with Staff Andreas, and an update will be provided during the debrief next month.

Anthony, resident of Pinole, thanked everyone for their work with Coastal Cleanup. The event was promoted on Pinole Community Television. He suggested that staff list or announce the phone number live in public for those who do not have access to a computer. He stated that the phone number is not shown on Pinole Community Television because the equipment has not been updated. He asked the City to replace the equipment and match the donation that was received from the Pinole Car Show committee. He commented that the pedestrian project on Pear St. has not started. Signage near the project site states the project would be completed from August 28<sup>th</sup> through September 28<sup>th</sup>. He asked if there were any penalties charged for the delays. He said part of the guardrail and bridge was knocked down across the street from Ellerhorst School. He wanted to know what the City was going to do to address this.

Commissioner Martin thanked him for his comments and would relay his concerns to the proper department.

**5. OLD BUSINESS**

A. Coastal Cleanup



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Commissioner Martin noted that Staff Andreas was not present for the meeting but wanted to publicly thank Staff Andreas for the wonderful job she did coordinating the event. Commissioner Martin wanted to express the Commissions appreciation. She noted that the event had a great turnout and there were many youth participants. Commissioner Ruport commented that it was a beautiful day with a great turnout. She also commented that at the end of the event, the youth from St. Joseph recorded a video explaining what Coastal Cleanup meant to them. She is hoping the youth will send the video to Pinole Community Television (PCTV) for broadcasting. She said it was great to hear from the youth. Commissioner Ruport said the firefighters came to the event to see if they could support. Commissioner Martin thanked Commissioner Kopp for preparing the BBQ and the Public Works Department for setting up the event. Staff informed the Commissioners that Staff Andreas will be present at the next meeting to debrief on the event.

**B. Dumpster Day**

Staff informed the commissioners that the dumpster day event will be held on Saturday, October 7<sup>th</sup> from 7am to 11am at Pinole Valley Parking lot. The event is for Pinole residents only. The list of acceptable and non-acceptable items and event details can be found on the City's website. The Commissioners further discussed the logistics for the event. Additionally, the Commissioners suggested expanding the event next year by partnering with Recycle More. Commissioner Ruport suggested printing bigger signage.

**C. Sister City Policy**

Staff asked the Commissioners to provide feedback on the policy that Director Rogers drafted. The Commissioners discussed the policy and asked Director Rogers clarifying questions. The Commissioners agreed to move the draft policy forward. Staff will present the policy to the City Council as drafted. Director Rogers informed the Commissioners that the policy will be on the October 17, 2023 City Council Agenda and invited them to join the meeting.

**Public Comment**

Rafael Menis, resident of Pinole, commented that rejecting the policy because the Commission does not want to impose on staff's time is not the best approach. He said that Council has made a decision regarding the Sister City Policy and directed staff to draft a policy to present to the Commissioners for feedback per the Municipal Code. Staff has drafted a policy for the Commission to review. He said it would be beneficial for the Commission to provide feedback to Council. He also noted there were some format issues in the draft policy.

Commissioner Martin commented that the Commission was just voicing a concern regarding adequate staffing. She also noted that she and Commissioner Teller volunteered to assist Director Rogers with the policy.



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Anthony, resident of Pinole, noted that the Web ID and phone number was not posted prior to public comment, and it prevents public engagement. Anthony agrees with Commissioner Kopp and Commissioner Ruport that the Sister City Policy should be tabled or not adopted. He said there is not enough public comment or feedback from the community on this topic. The direction to draft a policy was given by the previous Mayor and City Council. He said the City should focus on infrastructure and other items. He said the City should not have a Sister City Policy.

Commissioner Martin thanked him for his comment and invited him to attend the City Council meeting on October 17, 2023. Commissioner Ruport thanked the caller for his comment and said the Commission is following through on the direction that was given to them.

**D. Community Outreach/Engagement**

Commissioner Martin shared that she is doing outreach with the local schools. She worked with Stewart to provide teachers with supplies. She also contacted the Pinole Garden Club to ask them to help Stewart start their garden. Commissioner Kopp shared that for the last two years the Car Show committee has made donations to the Pinole Hercules Little league and Pinole Seals Swim Team. He would like to host a fundraiser event in the future for these two groups to help with their expenses. Commissioner Ruport shared that many local youth groups are fundraising in the community and she would like to know if they can table at community events. Staff clarified that all community events offered by the Community Services Department include informational tables only and not vendors selling goods. Commissioner Ruport would like more information about the policies and procedures around youth fundraising. Commissioner Kopp said local youth group organizations are invited to table at the Car Show free of charge. He invited the local school groups to join the annual event.

**6. NEW BUSINESS**

**A. Halloween Movie**

Staff informed the Commissioners that the Community Services Department will host a Halloween movie at Fernandez Park on Friday, October 20, 2023 at 6:30pm. Popcorn and candy will be provided. The Halloween feature will be Hotel Transylvania. Staff encouraged the Commissioners to share the event through their communication channels.

**8. ADJOURNMENT**

The meeting was adjourned at 5:42 P.M. to the next Community Services Commission meeting on Wednesday, October 25, 2023|5:00 P.M.



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**Submitted by:**

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**Maria Picazo**  
**Recreation Manager**

**Approved by the Commissioners on October 25, 2023**